

**GLEN ROCK BOROUGH
COUNCIL MEETING
July 20, 2016**

Present:	Council Members:	Rollin Apgar Joshua Corney Jeremy Diehl Adam Rettig Victoria Ribeiro Richard Shiles Doug Young
	Engineer:	Jason Brenneman, P.E.
	Mayor:	John Trout
	Secretary:	Ann Merrick
	Visitors:	Fourteen visitors

The meeting was Called to Order at 7 P.M. by Council President D. Young beginning with the pledge to the flag. President Young mentioned that the solicitor would not be present for the meeting due to a family emergency.

Agenda

1. Shanti Carey, 3053 Rexwood Drive
Ms. Carey and several neighbors requested to temporarily close a portion of Rexwood Drive to hold a Block Party on September 10, 2016, 2 – 7pm. J. Corney moved to approve temporary street closure between 3054 and 3024 Rexwood Drive on September 10, 2016 from 2 – 7pm, seconded by A. Rettig. Motion carried. The Borough will notify the Police, GR EMS, and GR Hose & Ladder.
2. Gene Anstine, GR Hose & Ladder
Gene Anstine requested a Proclamation to honor Steve Day for his 44+ years of service with the GR Hose & Ladder. GR Hose & Ladder is holding a Birthday Party on August 8; Steve Day’s birthday is on August 28 and a suggestion was made to make August 28 “Steve Day” Day. V. Ribeiro moved to provide a proclamation and designate August 28 as “Steve Day” Day, to honor Steve Day for his many years of service, seconded by R. Apgar. Motion carried.
3. Jeanne Smith, Director of Hufnagel Public Library
Jeanne Smith asked permission to adopt a cat for the Library. Council discussed potential problems/concerns. R. Shiles moved to authorize the library to adopt a cat, seconded by R. Apgar. Council discussed current lease agreement and possible liability issues. R. Apgar and R. Shiles voted in favor, while J. Corney, J. Diehl, A. Rettig, V. Ribeiro and D. Young voted against the motion. Motion was not approved.
4. Cindy Cancilla, Flowers by Cindy
Cindy Cancilla requested to hire James R. Holley & Associates, Inc., as her engineer for a possible property subdivision in the Borough. J. Brenneman said he did provide names of other engineering firms to Ms. Cancilla. After discussion, A. Rettig moved to approve James R. Holley & Associates, Inc., as the engineer for Cindy Cancilla, seconded by R. Apgar. Motion carried.

5. Donald Beaver, owner of 126 Park Avenue
Mr. Beaver submitted photos via email to the Borough; his concern is rain runoff from Hayward Heights flows over the curb and is flooding his property which is damaging the foundation of his house. Council tabled their discussion until the August Council meeting.

Announcements/Vacancies

1. GR Planning Commission has one vacancy.
2. GR Recreation Board has one vacancy.

Borough Engineer's Report

1. J. Brenneman informed Council that Washington & Dowling have completed two-thirds of the CDBG project # 45592091 Hanover St. Curb & Sidewalk Improvements. The engineer submitted a Request for payment of \$59,488.29. J. Diehl moved to authorize YCPC to pay Washington & Dowling \$59,488.29 for the CDBG project # 45592091 Hanover St. Curb & Sidewalk Improvements, seconded by R. Apgar. Motion carried.
2. J. Brenneman provided an update on the Rexwood Drive micro-surfacing project. It was noted that when the Borough Council approved \$6000 of additional funds toward completing the Polly patch, Stewart & Tate was observed applying crack sealant and not Polly patch. Stewart & Tate has not yet mailed out letters to notify the residents of the micro-surfacing dates. J. Brenneman stated that fulltime inspections may help to eliminate short cuts by the contractor, but the contractor should complete the project according to agreement and bid specifications.
3. J. Brenneman shared the results of the Keystone Ridge Avenue overlay meeting and described two options with Keystone making final decision:
Option 1: Place asphalt fabric, tack coat and two inches of 9.5mm SuperPave, sealing joints with Liquid Asphalt or rubberized sealant in front of 140 Ridge Avenue and repair all other individually disturbed areas in the same manner; or
Option 2: Place asphalt fabric, tack coat and two inches of 9.5mm SuperPave, sealing joints with Liquid Asphalt or rubberized sealant in front of 140 Ridge Avenue and place tack coat and overlay remaining roadway.
R. Shiles moved to authorize J. Brenneman to offer Options 1 and 2 to Keystone, accepting Keystone's choice of the manner to overlay Ridge Avenue, with all work to be completed by September 30, seconded by V. Ribeiro. Motion carried.
4. J. Brenneman discussed the DCED Grant award of \$150,510 instead of requested amount of \$157,510. Council and the GR Recreation Board will fund the additional match to keep the project at the price of \$157,510. V. Ribeiro moved to contact DCED to inform them of Council's willingness to provide additional match funds, seconded by J. Diehl. Motion carried. J. Diehl moved to authorize the engineer to prepare bid documents and advertise non-costar items including 72" fence with gates, installation of fencing, 3" porous pavement, trees, installation of trees, water line, installation of water line, and installation of water fountain, seconded by V. Ribeiro. Motion carried. The GR Recreation Board will continue to collect donations for purchasing Dog Park signs. V. Ribeiro moved to adopt Resolution authorizing the Council President and/or Secretary to sign DCED's Commitment Letter and Agreement, seconded by A. Rettig. Motion carried.
5. J. Brenneman requested authorization from Council to review all Borough Ordinances for current Penn Dot specifications and anticipates this work will be completed within two hours. R. Shiles moved to authorize JR Holley & Associates to review pertinent Borough Ordinances for current Penn Dot specifications, seconded by J. Diehl. Motion carried.

Old Business

1. The Borough is waiting for FEMA review of January, 2016 Snow Event; payment will follow.
2. The Green Light Go project is complete and final paperwork has been submitted for payment.
3. The Borough has been unable to schedule Neuhaus Building window repairs with approved contractor and will need to gather additional estimates.

Solicitor's Report

1. General Code provided a proposal for codification services. The cost of Code Project completion is \$3030. American Legal Publishing Company will submit their quote by July 26. President Young asked Council to review both proposals, to be prepared to make a decision during the August Council meeting.

Secretary's Report

1. The secretary provided the Zoning Hearing Board decisions for 124 Church Street and 67 Valley Street.
2. The Zoning Officer's notes for June include 14 Rental Inspections, issuance of two zoning permits and one residential building permit.
3. The Animal Control Officer's Report for May, 2016 includes a dog bite on Argyle Ave and a resolved dog issue on Edgehill Road. The June, 2016 report includes capturing a pot belly pig and collecting the return to owner fee of \$50.00.
4. Council discussed enforcing current Borough Ordinances by issuing violation letters to problem properties.

Approval of Minutes

1. V. Ribeiro moved to approve the June 20, 2016 Council Meeting Minutes, seconded by R. Apgar. Motion carried.

GR Recreation Board Report

1. J. Diehl is the new Chairman of the Recreation Board. The GRRB is going to obtain quotes to seal coat the parking lot and then paint new, straight parking spaces; the ADA spaces must be re-done.
2. The Recreation Board is looking for a new handyman and has requested any suggestions be submitted to any board member.
3. The Recreation Board is still considering options for event insurance for 5K9 Bark for the Park.
4. R. Apgar moved to approve the payment of the following invoices using GR Recreation Funds, seconded by V. Ribeiro:

a. Signs by Sal (Ken Krebs Pavilion sign)	\$ 780.00
b. York Building Products (stones for the dumpster pad)	643.94
c. Additional Grant funds	3000.00

Motion carried.
5. The volleyball area at the park is infested with sand wasps. The Recreation Board is seeking contracts to permanently remove.
6. The Glen Rock Athletic Association has approached the Recreation Board seeking assistance to replace the backstop fence. This fence was originally installed in 1970's.

GR Arts & Brew Fest Report

1. The secretary requested permission to open a separate account for GR Arts & Brew Fest funds. J. Diehl moved to open a checking account for the GR Arts & Brew Fest profits, \$2907.61, seconded by V. Ribeiro. Motion carried.

Police Commission's Report

1. National Night Out is scheduled for August 2, 2016.
2. New Freedom Borough's Public Meeting will be held August 8, 2016 beginning at 6:30pm to discuss police services.
3. The Police Commission is purchasing a new four wheel drive vehicle.
4. Shrewsbury Borough is planning to submit a letter to Commission Members regarding the collapse of the Southern Regional Commission.
5. Stewartstown Borough has submitted a letter to the Commission requesting a formula change.
6. Mayor Trout reviewed the Southern Regional Police Department's monthly report.
7. New Freedom Borough, Stewartstown Borough and Glen Rock Borough presidents met to discuss police services. Each of these municipalities shares similar concern of not being able to purchase the hours wanted by each municipality. Each municipality is researching available options including purchasing services from Southwestern Regional Police and/or using State Police. President Young asked the Public Safety Committee to coordinate/represent Glen Rock Borough for future meetings to obtain police services.

Work Supervisor's Report

1. Council discussed the current rusting truck bed on the 2003 Dump Truck and reviewed two quotations from E.M. Kutz, Inc. and Lancaster Truck Bodies, Inc. to replace the truck bed with a stainless steel truck bed. J. Diehl moved to accept the bid and purchase the stainless steel truck bed and salt spreader for a cost of \$30,350 from Lancaster Truck Bodies, Inc., seconded by R. Shiles. Motion carried.
2. A new Echo weed trimmer was purchased.
3. The John Deere Tractor is being repaired.

Mayor's Report

1. Mayor Trout participated in the Ken Krebs event at the park on July 2, 2016. Mayor Trout asked Council to remember to schedule a Volunteer Day in the fall in memory/honor of Ken Krebs service to the GR Community.
2. With the passing of Glen Rock Borough's Emergency Management Coordinator, Jon Abbott, the GR Hose & Ladder has asked that Emergency Management Centers be spread out to accommodate for this change. Surrounding communities will be meeting to discuss sharing a Regional Emergency Management Coordinator. Shrewsbury Township Manager, Todd Zeigler is coordinating the meetings. Mayor Trout will be attending the meetings on behalf of Glen Rock Borough.

Personnel Report

1. R. Apgar shared that the Social Media Policy is not ready for review by Council; he will also need solicitor input. R. Apgar plans to have the policy ready for review during the August meeting.

2. The Personnel Committee recommends to Council that part-time employees not have vacation benefits. R. Apgar moved to modify the employee handbook to state that employees who average less than forty hours per week are not eligible for vacation benefits, seconded by V. Ribeiro. R. Apgar, J. Diehl, V. Ribeiro, and D. Young voted in favor; J. Corney, A. Rettig, and R. Shiles voted against. Motion carried.

Public Safety Report

1. Council discussed the need to formally address parking in a No Parking Zone.
2. R. Apgar will submit a list of street lights that are out to the Borough Office, to submit to Met-Ed for repair.

Building and Property Report

1. R. Shiles is still trying to obtain definitive landscaping quotes for Veterans Park.

No Special Projects Report/No Ordinance/Refuse Report

Finance Report

1. D. Young discussed the borough’s surplus of funds from previous budgets; in 2014 the Borough was reimbursed for funds spent previously on Growing Greener II Grant. In 2015 some projects were budgeted but not accomplished.
2. D. Young presented the invoices over \$500.00 for payment through the General Fund. R. Shiles moved to pay the following invoices over \$500.00, using the General Fund, seconded by R. Apgar:

a. Ben Druck Door Co.	\$ 554.50
b. CGA Law Firm: May Invoice	1968.00
June Invoice	2025.00
c. James R. Holley & Associates, Inc.	2966.51
d. Glen Rock Recreation Board	2791.54
e. Ream Carr Markey & Woloshin, LLP	2187.80
f. South Penn Code Consultants LLC	2314.70

 Motion carried.

New Business

1. J. Corney suggested the Borough consider installation of a Splash Pad, possibly at the park and volunteered to research.
2. Council discussed the productivity of Council meetings and may request the Work Supervisor’s attendance.
3. R. Shiles moved to authorize the solicitor to research legal and liability ramifications for the public library owning a library cat, seconded by J. Corney. Motion carried.
4. Articles for the next newsletter should be submitted to the Borough Office no later than the first week in August.

Public Comment

1. Borough resident Megin Young, 108 Church Street, expressed her concern with crime in her neighborhood, and speeding on Church Street.

President's Report

1. July Quarterly Council Meeting is cancelled.

R. Shiles moved to adjourn the meeting at 10:08 P. M., seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer